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General Assembly

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United Nations Conference to Support the Implementation of Sustainable Development Goal 14: Conserve and sustainably use the oceans, seas and marine resources for sustainable development
New York, 5-9 June 2017

Information for participants

Note by the Secretariat

I. Background

1. By its resolution 70/303 of 9 September 2016, the General Assembly decided that the United Nations Conference to Support the Implementation of Sustainable Development Goal 14: Conserve and sustainably use the oceans, seas and marine resources for sustainable development would be held at United Nations Headquarters from 5 to 9 June 2017 and also decided on the proposed organization of work of the Conference.

2. The Assembly also decided that the overarching theme of the Conference would be "Our oceans, our future: partnering for the implementation of Sustainable Development Goal 14" and that the Conference would:

(a) Identify ways and means to support the implementation of Sustainable Development Goal 14;

(b) Build on existing successful partnerships and stimulate innovative and concrete new partnerships to advance the implementation of Goal 14;

(c) Involve all relevant stakeholders, bringing together Governments, the United Nations system, other intergovernmental organizations, international financial institutions, non-governmental organizations, civil society organizations, academic institutions, the scientific community, the private sector, philanthropic organizations and other actors to assess challenges and opportunities relating to, as well as actions taken towards, the implementation of Goal 14;

(d) Share the experiences gained at the national, regional and international levels in the implementation of Goal 14;

(e) Contribute to the follow-up and review process of the 2030 Agenda for Sustainable Development by providing an input to the high-level political forum on sustainable development, in accordance with resolutions 67/290 of 9 July 2013, 70/1

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of 25 September 2015 and 70/299 of 29 July 2016, on the implementation of Goal 14, including on opportunities to strengthen progress in the future.

3. The Assembly also decided that the Conference would adopt by consensus a concise, focused, intergovernmentally agreed declaration in the form of a "Call for action" to support the implementation of Goal 14 and a report containing the co-chairs' summaries of the partnership dialogues, as well as a list of voluntary commitments for the implementation of Goal 14, to be announced at the Conference.

4. Additional information on the Conference is available on the Conference website (https://oceanconference.un.org/).

5. A number of Conference-related events will take place in select locations in New York on 4 June 2017. Further information on these events will be available on the Conference website.

II. Secretariat of the Conference

6. The Secretary-General of the Conference is Wu Hongbo, Under-Secretary-General for Economic and Social Affairs.

7. The Under-Secretary-General for Legal Affairs and United Nations Legal Counsel, Miguel de Serpa Soares, is the special adviser to the Presidents of the Conference on oceans and legal matters.

8. The Under-Secretary-General for General Assembly and Conference Management, Catherine Pollard, will serve as the Secretary of the Conference.

III. Opening of the Conference and seating arrangements

9. The formal opening plenary meeting of the Conference will commence at 10 a.m. on Monday, 5 June, in the General Assembly Hall.[1] At the meeting, all procedural and organizational matters will be considered, including the election of the two Presidents of the Conference, the adoption of the rules of procedure and the agenda, the election of officers, the establishment of subsidiary bodies (if needed), the appointment of the members of the Credentials Committee, arrangements for the preparation of the report of the Conference and other matters. At the opening, statements will be made by the Presidents of the Conference, the Secretary-General of the United Nations, the President of the General Assembly, the President of the Economic and Social Council and the Secretary-General of the Conference.

10. At the opening of the Conference and at subsequent plenary meetings the delegation of each State participating in the Conference and that of the European Union will be assigned six seats: three at the table and three behind. Seating will also be specifically assigned for other participants at the Conference. For the first (opening) plenary meeting, there will be arrangements for an overflow room.

11. At meetings of the partnership dialogues, in Conference Room 4, there are 200 delegates' seats at the table and 200 adviser seats. The delegation of each State participating in the Conference and that of the European Union will be assigned two seats: one at the table and one adviser seat. There are an additional 50 seats for observers at the table.

[1] A cultural event marking the opening of the Conference hosted by Fiji and Sweden is tentatively scheduled to be held at 9 a.m. in the General Assembly Hall.

12. At the special event marking World Oceans Day, to be held in the General Assembly Hall on Thursday, 8 June, from 10 a.m. to 1 p.m., the delegations of each State participating in the Conference and that of the European Union will be assigned two seats: one seat at the table and one adviser seat. Observers will have designated seating on a first-come, first-served basis.

IV. Agenda and programme of work, list of speakers, statements and other relevant information

13. The provisional agenda, the provisional organization of work and the provisional rules of procedure of the Conference are contained in documents A/CONF.230/1, A/CONF.230/3 and A/CONF.230/2, respectively.

14. The programme of meetings, including the list of speakers for the general debate, will be made available in the daily *Journal of the United Nations*, and will include such details as daily activities, titles, times and locations of meetings, agenda items to be considered and relevant documentation. A link to the programme of side events for the Conference will also appear daily in the Journal.

15. The list of speakers for the general debate will be established on a first-come, first-served basis, with the customary protocol that ensures that Heads of State or Government speak first, followed by other heads of delegation. The European Union will be included in the list of speakers. The list of speakers is open as at Monday, 10 April 2016. All States wishing to register names on the list of speakers are invited to send a request through the e-Speakers system (http://delegate.un.int). An automated e-mail acknowledgement will be sent within one hour of receipt of request. It is proposed that a time limit of five minutes be established for each statement. In addition to representatives of States participating in the Conference and that of the European Union, representatives of the following may, in accordance with resolution 70/303 and time permitting, make a statement in the general debate: (a) intergovernmental organizations and other entities that have received a standing invitation from the General Assembly to participate in the capacity of observer in the sessions and work of all international conferences convened under its auspices (rule 60 of the provisional rules of procedure); (b) associate members of regional commissions (rule 61); (c) specialized agencies and related organizations (rule 62); (d) other intergovernmental organizations (rule 63); and (e) interested United Nations organs (rule 64). These representatives may contact the Secretariat (c/o Mr. Carlos Galindo (e-mail: galindo@un.org)) to be inscribed in the list of speakers. The representatives of the non-governmental organizations and other major groups (rule 65), civil society organizations, academic institutions, the scientific community, the private sector and philanthropic organizations may, in accordance with resolution 70/303 and time permitting, also be added to the list of speakers of the general debate. Representatives of eligible organizations are invited to indicate their interest in speaking during the plenary meeting through the dedicated form at oceanconference.un.org/stakeholderengagement by 26 May 2017.

16. In addition to the discussions in the plenary and in any subsidiary bodies that may be established, the Conference will include seven partnership dialogues and a special event marking World Oceans Day.

Partnership dialogues

17. The seven partnership dialogues will be held in Conference Room 4 as follows: Monday, 5 June, from 3 to 6 p.m. (Addressing marine pollution); Tuesday, 6 June, from 10 a.m. to 1 p.m. (Managing, protecting, conserving and restoring marine and coastal ecosystems) and from 3 to 6 p.m. (Minimizing and addressing

ocean acidification); Wednesday, 7 June, from 10 a.m. to 1 p.m. (Making fisheries sustainable) and from 3 to 6 p.m. (Increasing economic benefits to small island developing States and least developed countries and providing access for small-scale artisanal fishers to marine resources and markets); Thursday, 8 June, from 3 to 6 p.m. (Increasing scientific knowledge and developing research capacity and transfer of marine technology); and Friday, 9 June, from 10 a.m. to 1 p.m. (Enhancing the conservation and sustainable use of oceans and their resources by implementing international law as reflected in the United Nations Convention on the Law of the Sea).

18. The partnership dialogues will be interactive and multi-stakeholder in nature and will focus on recommendations to support the implementation of Sustainable Development Goal 14, including through strengthened cooperation, building on existing successful partnerships and stimulating innovative and concrete new ones. Each partnership dialogue will be presided over by two co-chairs, one from a developing country and one from a developed country, to be appointed by the Presidents of the Conference. The Secretary-General of the Conference will select a moderator and up to four panellists for each of the partnership dialogues. The panel discussions, facilitated by the moderator, will be followed by an interactive debate among States and other relevant stakeholders.

19. The order of speakers for the interactive debate for each partnership dialogue will be determined on a first-come, first-served basis, bearing in mind equitable geographical distribution while allowing for some flexibility, with priority given to States according to the level of representation, followed by other participants. It is envisaged that up to 25 States and 15 other participants will be accommodated to speak during the interactive debate of each partnership dialogue. In order to provide for maximum participation, interventions should not exceed three minutes.

20. Representatives of States and associate members of regional commissions are invited to indicate to the Secretariat by e-mail (muturi@un.org) two partnership dialogues in which they would like to have a speaking slot, including order of preference, name, title and level of participation, before the deadline date of 19 May 2017. Representatives of intergovernmental organizations and other entities and the United Nations organs are invited to indicate to the Secretariat (pietracci@un.org), two partnership dialogues in which they would like to have a speaking slot, including order of preference, name, title and level of participation, before the deadline date of 19 May 2017. Representatives of non-governmental organizations and other major groups as well as other stakeholders are also requested to indicate two partnership dialogues in which they would like to have a speaking slot, including order of preference, name, title and level of participation through the Conference website before the deadline date of 24 April 2017. The list of participants envisaged to speak in each partnership dialogue during the interactive debate will be made available prior to the Conference.

21. The concept notes on the seven partnership dialogues will be issued as documents A/CONF.230/4, A/CONF.230/5, A/CONF.230/6, A/CONF.230/7, A/CONF.230/8, A/CONF.230/9 and A/CONF.230/10 and made available on the Conference website.

Special event marking World Oceans Day

22. The Conference will also include a special event marking World Oceans Day, to be held in the General Assembly Hall on Thursday, 8 June, from 10 a.m. to 1 p.m. The event will include various segments highlighting the wonders of our "blue planet", oceanic science and exploration. It will also feature examples of the Sustainable Development Goals in action, as well as the contribution of youth to the

sustainable development and management of the oceans. Additional information on the special event will be made available on the Conference website.

V. Interpretation

23. The six official languages of the Conference are Arabic, Chinese, English, French, Russian and Spanish. Statements made in the plenary, the multi-stakeholder partnership dialogues and the special event marking World Oceans Day will be interpreted in the official languages.

24. Statements made in any of the six official languages will be interpreted into the other official languages. It is essential that delegations provide the interpreters with copies of their texts through the Conference Officers in the meeting rooms in order to assure the quality of the interpretation. Speakers are requested to deliver the statement at a speed that is interpretable. While delegations are increasingly given a time frame in which to deliver their statements, they are kindly requested to do so at a normal speed if possible, to enable the interpreters to give an accurate and complete rendition of their statements. When statements are delivered at a fast pace to comply with the time limit, the quality of the interpretation may suffer. It is suggested that the delivery speed should be between 100 and 120 words (in Chinese 200-240 syllables) per minute in order to ensure that the statement is delivered at a normal pace.

25. In accordance with rule 54 of the provisional rules of procedure of the Conference, a representative may speak in a language other than the language of the Conference. In such cases, the delegation concerned should provide either an interpreter who would interpret from the non-official language into an official language, or a written text of the statement in one of the official languages to be read out by a United Nations interpreter. The interpretation or written text provided will be considered by the Secretariat to represent the official text of the statement and will be used by United Nations interpreters as the basis for interpretation into the other official languages. When a written text is provided, the delegation concerned should make available someone to guide the interpreter through the translated text and to ensure synchronization between the speaker and the interpreter. Detailed arrangements for interpretation from non-official languages, including access by non-United Nations interpreters to the interpreter booths in the General Assembly Hall and Conference Room 4, must be made in advance through the Meetings Management Section (telephone: 212 963 7351; e-mail: emeetsm@un.org). The interpreter or guide provided by the delegation should be brought by the delegation to the Conference Officer Desk in front of the General Assembly Hall or in the back of Conference Room 4 at least 30 minutes prior to the delivery of the statement.

VI. Documentation and statements

26. The official documentation of the Conference will be issued in Arabic, Chinese, English, French, Russian and Spanish.

27. A limited number of hard copies of documents will be available at the documents distribution counters located inside the General Assembly Hall. Delegations are encouraged to bring their own mobile devices loaded with the relevant documentation. All Conference documents will be available on the Conference website. The Department for General Assembly and Conference Management will also provide documents-on-demand services (printing of documents, assistance with access to online services, etc.) through the Documents

Assistance Centre (Conference Building, North Lounge, room CB-0264) and at the Documents Counter (Secretariat Building, room S-1B-032).

28. Delegations are invited to submit PDF formatted versions of their statements by e-mail to papersmart@un.org. Delegations wishing to circulate their statements electronically through the paper-smart services portal should provide them no later than three hours in advance of delivery to papersmart@un.org. Alternatively, delegations can bring a hard copy (unstapled and printed single-sided) for scanning and uploading at the documents counter located at the rear of the General Assembly Hall or at the Conference Officer Desk in Conference Room 4. The name of the meeting should be indicated in the subject line of the e-mail and in the heading of the statement. The statements will remain embargoed until their delivery and then posted.

29. Twenty copies of the text should be submitted to the receiving area at the documentation counter located at the rear of the General Assembly Hall or at the Conference Officer Desk in Conference Room 4 by a delegation representative in possession of a valid United Nations grounds pass. The texts of the speeches will be accepted only on the day on which they are to be given.

VII. Requests for meetings

30. Subject to the availability of space, every effort will be made to accommodate meetings of regional and other major groups of States. Requests other than those for side events mentioned in section XIX below should be made to the Meetings Management Section at emeetsm@un.org with "the Ocean Conference" written in the subject line.

VIII. Arrangements for bilateral meetings

Facilities

31. For bilateral meetings, a limited number of temporary booths, with a maximum capacity of eight participants, will be available in the General Assembly Building.

Reservation system

32. An electronic reservation system will be activated through eMeets (http://icms.un.org) on 29 May 2017, in order to provide equitable and efficient use of the facilities. Delegations are requested to submit reservations electronically through eMeets by accessing http://icms.un.org, logging in with the username and password of their permanent mission and clicking on the "Bilateral" tab. The date and time of the bilateral meeting and the name of the other delegation participating in the meeting should be specified in the request. Reservations will be accepted for periods of 20 minutes, on the hour and half hour. To prevent double booking, only the delegations initiating the bilateral meeting(s) should submit the request.

33. Information on booth assignment will be provided one day prior to the meeting. Depending on the programme, every effort will be made to keep a delegation's consecutive appointments in the same booth. Late requests will be accepted until 6 p.m. on the day prior to the meeting, and every effort will be made to assign a booth on the basis of the availability of space at that time. Delegations requiring further information regarding bilateral requests should send their questions or enquiries to bilats-msu@un.org.

IX. Credentials

34. In accordance with rule 1 of the provisional rules of procedure of the Conference, the delegation of each State participating in the Conference and that of the European Union shall consist of a head of delegation and such other representatives, alternate representatives and advisers as may be required.

35. The credentials of representatives and the names of alternate representatives and advisers should be addressed to the Secretary-General of the United Nations and submitted to the Office of Legal Affairs, located on the 36th floor of the Secretariat Building (S-3633 or S-3639), if possible not less than one week before the date of the opening of the Conference on 5 June 2017. Copies of the credentials should also be transmitted to the Protocol and Liaison Service (e-mail: unprotocol@un.org; Room S-0201; fax 1 (212) 963-1921).

36. The credentials shall be issued either by the Head of State or Government or by the Minister for Foreign Affairs or, in the case of the European Union, by the President of the European Council or the President of the European Commission.

X. List of participants

37. Representatives of States participating in the Conference, the European Union, intergovernmental organizations and other entities with an office in New York, specialized agencies and related organizations are kindly requested to communicate the composition of their delegations to the Secretariat starting from 30 May 2017 and before 23 June 2017 through the e-deleGATE electronic portal (https://delegate.un.int). Access to the Conference e-List of Participants will automatically be granted to users that already have access to the Protocol eAccreditation system and the General Assembly plenary e-Speakers portal. The Conference e-List of Participants portal will be available from 30 May 2017 until 23 June 2017. A user's guide to the Conference e-List of Participants will be available on the Conference website. Additional questions regarding the Conference e-List of Participants should be directed to the Secretariat: Mr. Jonas Von Freiesleben (e-mail: freiesleben@un.org).

38. Representatives of intergovernmental organizations accredited to the Conference without an office in New York, associate members of regional commissions and United Nations organs are kindly requested to submit the composition of their delegations, with functional titles and designations of all the delegates, to the Secretariat before 23 June 2017 (Ms. Lourdes Quiogue, e-mail: quiogue@un.org). In order to avoid confusion, any changes to the original list should be sent separately; such changes should not be incorporated into the list previously submitted.

39. The Conference Secretariat will compile a list of participants of the Conference and make it available on the Conference website.

XI. Protocol accreditation of States

Accreditation

40. Accreditation of official delegations of States will be carried out by the Protocol and Liaison Service. Missions are required to provide their official delegation lists to the Protocol and Liaison Service (Room S-0201, fax: +1 (212) 963-1921, e-mail: unprotocol@un.org), followed by online submission

of accreditation requests using the existing online eAccreditation system, available through the e-deleGATE portal at https://delegate.un.int. Delegations wishing to obtain information on the system may refer to the updated "Guidelines on eAccreditation" and "Frequently asked questions" sections on the Protocol and Liaison Service website (www.un.int/protocol). It should be noted that all accreditation requests, including requests for VIP passes, must be submitted through the eAccreditation system. The deadline for submission of accreditation requests is Monday, 29 May 2017.

41. Heads of State or Government, Vice-Presidents, crown princes or princesses and their spouses will be offered VIP passes without photographs. Deputy prime ministers, cabinet ministers and their spouses will be provided with VIP passes with photographs.

42. Accreditation of security personnel and media personnel, including official photographers and videographers, are handled by the Security and Safety Service, Special Services Unit (Tel: (212) 963-7531; Fax: (212) 963-1833) and the Media Accreditation and Liaison Unit (Tel: (212) 963-6934; Fax: (212) 963-4642) respectively, also via the online eAccreditation system, available through the e-deleGATE portal at https://delegate.un.int.

43. The Protocol and Liaison Service will not accredit representatives of major groups and other stakeholders who do not form part of the official delegations of States, intergovernmental organizations, associate members of regional commissions, specialized agencies and related organizations.

XII. Protocol accreditation of intergovernmental organizations

44. The Conference will be open to participation by the following intergovernmental organizations:

(a) Intergovernmental organizations and other entities having received a standing invitation from the General Assembly to participate as observers in the sessions and the work of the General Assembly;

(b) Other relevant intergovernmental organizations that were accredited to the World Summit on Sustainable Development, the United Nations Conference on Sustainable Development and to previous United Nations conferences on sustainable development of the small island developing States, held in Barbados, Mauritius and Samoa;

(c) Relevant intergovernmental organizations that are accredited to the Conference upon approval by the General Assembly.

45. Accreditation of representatives of intergovernmental organizations will also be carried out by the Protocol and Liaison Service. Offices are required to follow the same procedures as that for States (see sect. XI, para. 40 above).

46. Intergovernmental organizations away from New York or those who have not registered with the eAccreditation system should follow the guidelines posted on the Protocol and Liaison Service website (https://protocol.un.org/dgacm/pls/site.nsf/AboutAccreditations.xsp) under "Guidelines for IGOs away from New York".

47. The deadline for submission of accreditation requests is Wednesday, 24 May 2017. The deadline for registration to the Conference is Monday, 29 May 2017.

XIII. Protocol accreditation of associate members of regional commissions and specialized agencies and related organizations

48. Accreditation of representatives of associate members of regional commissions,[2] specialized agencies and related organizations will also be carried out by the Protocol and Liaison Service. Offices are required to follow the same procedures as that for States (see sect. XI, para. 40, above).

49. Those who have not registered with the eAccreditation system should follow the guidelines posted on the Protocol and Liaison Service website (https://protocol.un.org/dgacm/pls/site.nsf/AboutAccreditations.xsp) under "Guidelines for IGOs away from New York".

50. The deadline for submission of accreditation requests is Wednesday, 24 May 2017. The deadline for registration to the Conference is Monday, 29 May 2017.

XIV. Access arrangements for States, intergovernmental organizations, associate members of regional commissions and specialized agencies and related organizations

51. During the Conference, from 5 to 9 June 2017, access to the General Assembly Hall and restricted areas will require a regular delegate's pass or a VIP pass. Secondary colour-coded access cards will not be issued for this conference. However, delegations should be mindful of the number of seats assigned to each delegation in the General Assembly Hall and in other conference rooms.

XV. Participation of representatives of interested United Nations organs

52. Representatives of interested United Nations funds, programmes, regional commissions and other entities should register with the secretariat of the Conference by communicating the composition of their delegations to the Secretary-General of the Conference. Correspondence should be addressed to Ms. Federica Pietracci (pietracci@un.org) by no later than 29 May 2017.

53. Depending on availability, a limited number of seats will be reserved for registered representatives of United Nations funds, programmes, regional commissions and other entities on the 4th floor balcony of the General Assembly Hall and in the gallery of Conference Room 4.

54. Representatives of interested United Nations funds, programmes, regional commissions and other entities registered to the Conference and holders of a valid United Nations grounds pass will be required to carry their all-area access card for the seventy-first session of the General Assembly. Under-Secretary-General and Assistant Secretary-General pass holders will not need a secondary pass. Registered staff members of United Nations funds, programmes, regional commissions and other entities holding a laissez passer will require either a Conference secondary pass or a secondary ticket for the balcony of the General Assembly Hall and the

[2] American Samoa, Anguilla, Aruba, Bermuda, the British Virgin Islands, the Cayman Islands, the Commonwealth of the Northern Mariana Islands, Curaçao, French Polynesia, Guadeloupe, Guam, Martinique, Montserrat, New Caledonia, Puerto Rico, Sint Maarten, the Turks and Caicos Islands and the United States Virgin Islands.

gallery of Conference Room 4 to enter. Information on the distribution of tickets will be provided separately.

XVI. Accreditation and access arrangements for major groups and other stakeholders

55. Major groups and other stakeholders that are eligible for pre-registration are those that:

(a) Are in consultative status with the Economic and Social Council;

(b) Were accredited to the World Summit on Sustainable Development, the United Nations Conference on Sustainable Development and to previous United Nations conferences on sustainable development of small island developing States, held in Barbados, Mauritius and Samoa;

(c) Have been approved for special accreditation to participate in the Conference and the preparatory meeting. Please note that the deadline for submitting accreditation applications was 22 January 2017. A list of organizations approved for special accreditation can be found on the Conference website.

56. Eligible major groups and other stakeholders can pre-register their representatives for the Conference through the Conference website. The deadline for pre-registration is 8 May 2017.

57. When pre-registration is completed and approved, each nominated representative will receive a confirmation letter by e-mail, which serves as an official invitation to the Conference.

58. Once pre-registration is closed, on-site registration by representatives of non-accredited major groups and other stakeholders will not be accepted. All representatives who intend to attend the Conference must be pre-registered before the deadline of 8 May.

59. If a representative of an accredited organization is not able to attend the Conference, he or she cannot be replaced by another representative of the same organization.

60. An accredited organization can request a maximum of nine temporary passes for its representatives to attend the Conference. In addition, representatives of non-governmental organizations in consultative status with the Economic and Social Council with valid annual United Nations grounds passes can use their existing passes to enter the United Nations premises and attend the Conference.

61. A total of 24 seats (of which 12 with microphones) will be allocated to the major groups and other stakeholders on the floor of the General Assembly Hall and 12 seats in Conference Room 4 for the duration of the Conference. The use of these seats will require special tickets, to be distributed by the Conference secretariat. Additional seating for the major groups and other stakeholders will be made available in the 4th floor balcony section of the General Assembly Hall but will also require special tickets. For the gallery of Conference Room 4, a special ticket is required for 5 June; however from 6 to 9 June, seating will be on a first-come, first-served basis. Further details on access and distribution will be made available on the Conference website.

62. Pre-registered participants without a valid United Nations grounds pass must come to the office of the Pass and Identification Unit of the Security and Safety Service, at 320 East 45th Street, with a copy of the confirmation letter and valid government-issued photographic identification (i.e., passport, driver's licence) in

order to receive a temporary grounds pass for the conference. For opening hours, please see paragraph 69 below.

XVII. Security arrangements

General considerations

63. The Headquarters complex will be closed to the public from 5.30 p.m. on Sunday, 4 June 2017 until close of business on Friday, 9 June 2017. During this time, guided tours will be suspended.

64. Access to the United Nations complex during the Conference will be restricted to delegates and their staff; staff members of the United Nations Secretariat and of the funds, programmes and agencies of the United Nations system; accredited media; and affiliates who are issued a United Nations grounds pass.

65. Members of major groups and other stakeholders will be required to be in possession of a valid United Nations grounds pass at all times. In addition, special tickets will be required for entry to restricted areas.

66. Grounds passes will be issued for all delegations and members of major groups and other stakeholders at the office of the Pass and Identification Unit, on 320 E. 45th Street. For grounds passes for national security officers accompanying Heads of State or Government, contact Captain Paula Goncalves, Special Services Unit (telephone: 212 963 7531). See the annex for a sample of the grounds pass request for security staff. It should be noted that representatives of interested United Nations funds, programmes, regional commissions and other entities from other duty stations have a separate arrangement (see sect. XV, para. 54.)

67. It should be noted that access to the United Nations will be denied to anyone who is not in possession of a valid grounds pass or special event ticket. To avoid last-minute difficulties, all Governments are requested to ensure the proper accreditation of their delegations.

68. Questions or concerns should be directed to Michael Browne, Chief of Security, United Nations Headquarters, Security and Safety Service, by contacting the Security Event Planning Unit (Captain Malinda McCormack, telephone: 212 963 7028), or through Inspector Matthew Sullivan, Inspector in Charge of Operations (telephone: 212 963 4601).

Access to the United Nations Headquarters complex

69. The opening hours of the pedestrian entrances are as follows:

42nd Street and First Avenue:	7 a.m. to 9 p.m.
45th Street and First Avenue:	8 a.m. to close of business
46th Street and First Avenue:	8 a.m. to close of business

70. Please be aware that all packages brought onto the premises by all categories of persons, including delegates and staff, will be subject to security inspection.

71. Prior arrangements are required to be made through notification to the Security Operations Centre at extension 3-6666 for after-hours access to the premises by the press and affiliates.

Pass and identification office: issuance of grounds passes

72. In preparation for the Conference, the Pass and Identification Unit, located on the ground floor of the FF Building, at 320 E. 45th Street, will be open to staff members and members of delegations.

73. The days and hours of operation of the office will be as follows:

Saturday and Sunday, 3 and 4 June	9 a.m. to 5 p.m.
Monday and Tuesday, 5 and 6 June	8 a.m. to 5 p.m.
Wednesday to Friday, 7 to 9 June	9 a.m. to 4 p.m.

Access to restricted areas

74. In accordance with the established procedures, it should be noted that the 2nd floor of the General Assembly Building is reserved for members of delegations and staff who are conducting official business. In all cases, valid United Nations grounds passes and all-area access cards for the seventy-first session of the General Assembly will be required. Owing to the space constraints on the 2nd floor of the General Assembly Building, members of delegations are requested not to congregate within that area and instead to utilize the 2nd floor of the Conference Building.

75. Representatives of interested United Nations funds, programmes, regional commissions and other entities registered to the Conference and holders of a valid United Nations grounds pass will be required to carry their all-area access card for the seventy-first session of the General Assembly. Under-Secretary-General and Assistant Secretary-General pass holders will not need a secondary pass. Registered staff members of United Nations funds, programmes, regional commissions and other entities holding a laissez-passer, will require either a secondary pass or a secondary ticket for the balcony of the General Assembly Hall and the gallery of Conference Room 4 to enter. Information on the distribution of tickets will be provided separately.

76. A total of 24 seats (of which 12 with microphones) will be allocated to the major groups and other stakeholders on the floor of the General Assembly Hall, with, in addition, 12 seats in Conference Room 4, for the duration of the Conference. The use of these seats will require special tickets, to be distributed by the Conference secretariat. Additional seating for the major groups and other stakeholders will be made available in the 4th floor balcony section of the General Assembly Hall but will also require special tickets. For the gallery of Conference Room 4, a special ticket is required for 5 June; however, from 6 to 9 June, seating will be on a first-come first-served basis. Further details on access and distribution will be made available on the Conference website.

Arrivals

77. Strict adherence to the following requirements will ensure the timely and secure arrival of all parties:

(a) All persons in motorcades must have valid United Nations photographic identification in order to be permitted to pass through various security checks and enter the Headquarters complex;

(b) Heads of State or Government, members of their parties and other delegations or observers or individual members of such delegations wishing to come to the United Nations on foot from nearby locations are encouraged to do so.

Vehicle access for escorted motorcade

78. With the exception of motorcades accompanied by police and/or secret service, any delegation arriving at the United Nations by car will need a special vehicle permit. The permits will be available through the Garage Administration, room U-210 (telephone: 212 963 6212).

Parking

79. For the duration of the Conference, vehicles will be permitted access to enter and exit the garage through the 42nd Street entrance, which will be operational from 6 a.m. to 9 p.m.. Traffic lanes within the third basement service drive and roadways in the garage must be kept free of stationary vehicles at all times. Vehicles left in this area will be subject to towing.

80. All vehicles entering the Headquarters premises will be subject to search. Thus, it is highly recommended that members limit the contents inside their vehicles in order to expedite the physical security clearances.

81. Bicycles and other non-motorized means of transport into Headquarters premises will not be permitted.

XVIII. Media access arrangements and services

82. Media representatives with a valid United Nations grounds pass will be allowed to cover the Conference without additional accreditation.

83. Accreditation of media representatives accompanying the delegation, including official photographers and videographers, will be carried out by the Media Accreditation and Liaison Unit. Missions/offices are required to submit their media accreditation requests by using the eAccreditation system, available through the e-deleGATE portal at https://delegate.un.int. Requests should be submitted no later than Monday, 29 May 2017. Government spokespersons and press and information officers who are not taking photographs or video should be accredited as delegates, not media. For more information contact the Media Accreditation and Liaison Unit (e-mail: malu@un.org; telephone: 212 963 6934).

84. Media representatives who wish to apply for accreditation independently must complete the online application accessible through the Media Accreditation and Liaison Unit website at www.un.org/en/media/accreditation/accreditation.shtml.

85. All media representatives must clearly display their United Nations grounds passes at all times.

86. A designated workspace for members of the media will be provided in Conference Room F in the Conference Building.

87. Members of the media can request documents, statements and press releases related to the Conference from the Media Documents Centre, located in room S-0219 or by e-mail from mdc@un.

88. The SDG Media Zone (http://sdgmediazone.org/oceansconference/) will be located in the United Nations Correspondents Association Lounge from 9 a.m. to 5 p.m. daily from Monday, 5 June to Thursday, 8 June 2017.

89. Members of the media will be escorted to various meeting rooms from the Media Accreditation and Liaison Unit (S-250). For some meetings, tickets may be required. Media liaison staff will distribute tickets on a first-come, first-served basis 30 minutes before the meetings. Delegations organizing meetings should notify the Media Accreditation and Liaison Unit as to whether meetings are open to media.

90. A list of open meetings, press briefings/conferences and other outreach activities at United Nations Headquarters will be posted daily at: www.un.org/en/media/accreditation/alert.

United Nations audiovisual materials

91. Photographs in digital format (JPG) will be available for download free of charge on the United Nations photo website (www.un.org/av/photo). For further photograph enquiries please contact the United Nations Photo Library (e-mail: photolibr@un.org).

92. For video requests (MPEG2 and MPEG4 (H.264)), please contact the United Nations Audiovisual Library: (e-mail: avlibrary@un.org).

93. United Nations Television will provide live pool coverage of the Conference plenary meetings, the partnership dialogues and the special event marking World Oceans Day as well as official press briefings and playbacks of photo opportunities with the Secretary-General. Live television feeds will be available through commercial carriers (see www.un.org/en/media/accreditation/pdf/UNTV_Transmission_Guide.pdf). For more information, contact United Nations Television (telephone: 212 963 7650, 212 963 7667 or 212 963 9399; e-mail: untv@un.org; room GA1B-55). A detailed schedule of live and playback coverage will be made available to broadcast clients in advance.

94. The Conference will be available live and on-demand on the United Nations Web TV website, at http://webtv.un.org. For webcast coverage of side events, please contact the Department of Public Information: Mr. Andreas Damianou (e-mail: damianou@un.org; tel. 1 (212) 963-6733) and Ms. Valérie Justin (e-mail: justin@un.org).

95. Statements in the original language in which they were delivered will be available on the Integrated Sustainable PaperSmart Services Portal (http://papersmart.unmeetings.org). Special requests for a recording of the interpretation in one of the six official languages should be made in advance; the availability of such recordings is subject to the limitations of recording facilities.

Internet and social media

96. The Meetings Coverage Section, through its portal websites (www.un.org/press/en and www.un.org/press/fr), will provide full coverage of the opening and closing plenary meetings of the Conference and full coverage of the partnership dialogues as well as the special event marking World Oceans Day.

97. The United Nations News Service (www.un.org/news) serves as the main gateway for United Nations-related news and is continuously updated with multimedia and multilingual coverage of daily news developments, activities and themes related to the work of the world body in the six official languages plus Portuguese and Kiswahili. It provides a wide array of links to related source materials, including press releases, selected reports and statements of the Secretary-General as well as audio material for United Nations Radio partners. In the lead-up to the event, the Service has already produced several feature stories on themes pertaining to the Ocean Conference, and will be providing daily, real-time coverage of the gathering. United Nations News readers and viewers will also be able to follow stories on Facebook and Twitter and subscribe to a free e-mail news alert service that will send stories on the latest United Nations developments straight to their mailboxes or desktops.

98. The Department of Public Information Sustainable Development Goals website (www.un.org/sustainabledevelopment) serves as the main portal for news,

press releases and background information about the goals, including Goal 14 — which forms the thrust of the Conference — and will be continuously updated throughout the Conference.

99. News items about the conference will also be posted on the "SDGs in action" application and users will be encouraged to post information on how they are committing to #SaveOurOcean in their communities. The application is available in English, French and Spanish for the iOS and Android mobile operating systems.

100. Social media materials promoting the Conference and Sustainable Goal 14 will be created and distributed by the Department of Public Information. Regular social media updates will be posted to accounts managed by the Departments, which are listed at www.un.org/social. Member States are encouraged to post social media updates using the hashtag #SaveOurOcean.

Pool coverage

101. At some events, owing to logistics and space considerations, select media will have to provide pooled media coverage.

102. Official photographers and television crews will have an opportunity to cover the statement of their Head of State or Government or head of delegation on a rotating basis from the press booths surrounding the General Assembly Hall. Owing to space limitations, they may not remain in the booths to cover other speeches.

103. A limited number of still photographers, escorted by Media Accreditation and Liaison Unit staff, will also be allowed to take photographs from the bridge at the back of the General Assembly Hall during statements. These operations will be coordinated by the Unit officers accompanying the media.

Briefings and press conferences

104. Daily briefings for the media will be given by the Spokesperson for the Secretary-General at 12 p.m. and by the Spokesperson for the Conference at 12.30 p.m. in room S-0237. Press conferences by senior United Nations officials, delegations and the permanent missions will be held in the same room, unless otherwise indicated. The list of press conferences will be available on the website of the Media Accreditation and Liaison Unit (www.un.org/en/media/accreditation/alert) and on Twitter (@UNMediaLiaison).

105. Delegations can book press conferences by calling the Office of the Spokesperson for the Secretary-General (telephone: 212 963 7707, 212 963 7160 or 212 963 7161).

106. Briefings and press conferences are open only to members of the media.

Coverage of bilateral meetings

107. Photo opportunities may be available for bilateral meetings. Media representatives interested in covering the meetings will need to contact the relevant delegations to obtain permission to attend.

XIX. Side events

108. Side events sponsored by Governments, non-governmental organizations and other major groups as well as other stakeholders and United Nations system and other intergovernmental organizations will be held from 5 to 9 June 2017. A link to the programme of side events for the Conference will also appear daily in the Journal. Further details on the side events will be made available on the Conference website.

XX. Meetings of major groups and other stakeholders

109. A conference room will be made available every morning inside the Conference Building for meetings of major groups and other stakeholders. For further details on these morning meetings, please refer to the Conference website.

XXI. Greening the Conference

110. To create a setting that is true to the spirit of the Ocean Conference, the United Nations is taking a number of measures to minimize environmental impact and maximize the social, economic and environmental sustainability of the Conference. All participants at the Ocean Conference are encouraged to contribute to sustainability efforts.

111. Transportation generally has the highest carbon footprint for conferences. Participants are urged to identify and minimize greenhouse gas emissions relating to their travel and participation in the meeting activities. In New York City, public transportation is one of the best ways to get around.

112. Participants are encouraged to bring reusable bottles/mugs and avoid disposable cups and plastic water bottles. A map of water fountain locations throughout the conference complex will be made available on the Conference website. Customers at the United Nations dining facilities receive a 5 per cent discount on their coffee purchases when they bring their own containers as part of the "Bring your own mug" programme.

113. Participants are encouraged to use the cardboard containers available in the cafeteria in place of the plastic to-go containers.

114. Participants are encouraged to minimize paper consumption. A limited number of hard copies of documents will be available at the documents distribution counters located inside the General Assembly Hall and in Conference Room 4. Participants should consider electronic access before printing documents. Participants are urged to use portable devices as the main way to access Conference documentation, including the daily Journal, side event schedule, information note for participants and Conference documentation, to limit demand for printed materials and reduce paper consumption. All pre-Conference and in-session documentation will be made available on the Conference website in a timely manner. Participants are strongly urged to limit the quantity of printed materials to be shipped to the Conference venue and to make arrangements for donating remaining publications, books and other printed materials to relevant local institutions. No tables will be made available for document handouts in the meeting rooms.

XXII. Arrangements for persons with disabilities

115. Delegations participating in the Ocean Conference are requested to inform the Secretariat of the accessibility requirements of delegates, in order to facilitate participation in meetings. Upon request, adjustments can be made to seating arrangements with a view to enabling the full participation of persons with disabilities, in keeping with the rules of procedure, precedent and practices. For individual requests, please contact the advance team of the Meetings Servicing Unit of the Department for General Assembly and Conference Management (e-mail: prepwork@un.org; tel. 1 (212) 963-7349).

116. The United Nations Accessibility Centre offers assistive information and communications technology to support those with auditory, visual or physical impairments. The assistive devices are available on-site or as a loan to participants with disabilities. The Accessibility Centre is located in the Conference Building (Level 1B) (by the Secretariat Building escalators). For more information, please visit https://www.un.org/accessibilitycentre/.

117. A limited amount of printing on demand in Braille is available through the Accessibility Centre with prior notice.

XXIII. Medical services

118. The United Nations Medical Service provides health-care support for acute injuries and illnesses and a travel medicine service at its walk-in clinic on the 5th floor of the Secretariat Building (telephone: 212 963 7080). The opening hours are 8.30 a.m. to 5 p.m. on weekdays. Conference attendees should ensure that they have adequate health insurance arrangements in place for referral to New York City medical practices or hospitals as the United Nations clinic does not provide routine primary care or medication for ongoing care.

119. During the Conference, an immediate medical response capability will operate from the main Medical Services Division clinic in the Secretariat Building.

120. Physicians travelling with Heads of State or Government should contact the Senior Medical Officer, Secretariat Operations, Dr. Michael Rowell (telephone: 917 367 8506; e-mail: rowell@un.org) if they have special requirements or if they wish to view the medical facilities and support capacity available.

XXIV. Host country liaison

121. All enquiries concerning host country matters should be directed to James Donovan at the United States Mission to the United Nations during regular business hours (telephone: 212 415 4300; (after hours, 212 415 4020)).

XXV. Additional information and briefing sessions

122. Additional information will be issued if the need arises to update and expand the information contained in the present note.

XXVI. Focal points for arrangements related to the Conference

General Assembly Affairs	Ruth de Miranda Telephone: 212 963 0725
	Kenji Nakano Telephone: 212 963 2336
Protocol	Peter Van Laere Telephone: 212 963 7171 Fax: 212 963 1921
Conference Services	Xin Tong-Maywald Telephone: 212 963 0883
	Rukshan Perera Telephone: 212 963 7351 E-mail: emeetsm@un.org
Interpretation services	Hossam Fahr Telephone: 212 963 8235
Bilateral meetings coordination	Reservations: http://icms.un.org E-mail: bilats-msu@un.org Telephone: 212 963 9252
Journal	e-mail: journal@un.org
Statement submission	e-mail: papersmart@un.org
	Paper-smart services portal: papersmart.unmeetings.org
Logistics coordination for meetings	Cristina Schulz-Langendorf Telephone: 212 963 7348
	Wannes Lint Telephone: 917 367 3788
Delegation accreditation and access	Wai Tak Chua Telephone: 212 963 7181 Fax: 212 963 1921
	For eAccreditation technical issues:
	Information and Communications Technology Section Help Desk Telephone: 212 963 5033 E-mail: help-desk@un.org
Security	Michael Browne, Chief of Security Telephone: 917 367 9211 E-mail: browne2@un.org
	Captain Malinda McCormack (Security Event Planning Unit) Telephone: 212 963 7028 Fax: 917 367 7032 E-mail: mccormackm@un.org

	Captain Paula Goncalves (Special Services Unit) Telephone: 212 963 7531 Fax: 212 963 1833 E-mail: security-unhq-specialservices@un.org
Media	George Ngwa (Meetings Coverage) Telephone: 212 963 5850
	Tal Mekel (Accreditation) Telephone: 212 963 1504 Fax: 212 963 4642
	David Woodie (Broadcast and United Nations Television) Telephone: 212 963 9399
	Peter Dawkins (United Nations Website) Telephone: 212 963 6974 E-mail: dawkins@un.org
	Jamille McCord (Press Conferences) Telephone: 212 963 7707 E-mail: mccord@un.org
Facilities Management Service	Andrew Nye Telephone: 212 963 7453
Broadcast and Conference Support Section	Patrick Morrison Telephone: 212 963 0407
Medical	Senior Medical Officer, Secretariat Operations, Michael Rowell Telephone: 917 367 8506 E-mail: rowell@un.org
	Head Nurse, Michael Jenkins Telephone: 917 367 3841 Fax: 917 367 0656 E-mail: jenkins@un.org

Annex

Request for grounds pass

UNITED NATIONS **NATIONS UNIES**

SECURITY AND SAFETY SERVICE

SPECIAL SERVICES UNIT

Request for grounds pass — security staff

Issuance _____ Renewal _____ Duplicate _____

Name: _____

Country/agency: _____

Protectee: _____

_____ _____ _____

Official seal Date Authorized signature

_____

Print name

(To be completed by the Special Services Unit)

Code/weapon: UA A _____

(Must obtain prior approval from the Chief of Security and Safety Service)

Expiration date: _____

Approved by: _____ Date: _____

Proof of identification (must be presented at the pass and identification office) _____